

Helpful Hints to Address ACEN and HLC Criterion in the Proposal

ACEN

ACEN Criterion and Standard	Helpful Hints
Criterion 1.4 Nurse Administrator	<ul style="list-style-type: none"> • Define your governing organization’s educational qualification requirements and ensure the nurse administrator meets these requirements. • Are you able to recruit a qualified program administrator?
Criterion 1.9 Physical Resources and Delivery Methods	<ul style="list-style-type: none"> • Determine the delivery method of the curriculum (face-to-face, hybrid, distance education) and why selected to meet the unique needs of the BSN program. • Do you have the physical resources (equipment, classrooms, skills laboratories, simulation) to accommodate more students in a BSN program if considering a hybrid or face-to-face curriculum delivery? Provide the <u>evidence</u> in the proposal.
Criterion 2.1 Full-time faculty	<ul style="list-style-type: none"> • Define your governing organization’s educational qualifications for full-time faculty. • Are you able to recruit qualified full-time faculty? • Be proactive and have decisions made about the following: <ul style="list-style-type: none"> ○ How many faculty are needed for a pre-determined cohort size? ○ What is the work-load expectation for BSN faculty? ○ If using distance education, ensure faculty have experience in distance education or professional development.
Criterion 3.2 Policies	<ul style="list-style-type: none"> • Admissions, progression, and graduation policies: <ul style="list-style-type: none"> ○ What students are you trying to recruit? ○ Address diversity, equity, and inclusion related to target populations. ○ Consider your admission requirements while writing the proposal. Have the admission requirements pre-determined!
Criterion 3.6 Student support services	<ul style="list-style-type: none"> • When writing the proposal, make sure you address the availability and sufficiency of student support services. • Be proactive and have decisions made about the following: <ul style="list-style-type: none"> ○ Will BSN students have additional resources beyond ADN students? ○ How are the resources appropriate to the type of curriculum delivery (i.e. online resources for online delivery methods)?

<p>Criterion 4.1 End-of-program student learning outcomes</p>	<ul style="list-style-type: none"> • Ensure that end-of-program student learning outcomes are distinct to the BSN. <ul style="list-style-type: none"> ○ Outcomes differ from ADN program type.
<p>Criterion 4.9 Clinical/practicum learning environment and experiences</p>	<ul style="list-style-type: none"> • Determine if you will be utilizing preceptors in the RN to BSN completion program? <ul style="list-style-type: none"> ○ Provide evidence that you can secure placements with qualified preceptor faculty. ○ Include commitments for preceptors within partnership agreements. • If seeking a pre-licensure program, ensure the availability of clinical placements over and beyond ADN clinical placements. <ul style="list-style-type: none"> ○ Include commitments for clinical placements within partnership agreements.

HIGHER LEARNING COMMISSION

Note: As you are preparing the state proposal, also consider the components of the substantive change application for a new academic program required by your institutional accreditor. Include references to these requirements within the proposal. **Remember to address how you are building a bachelor’s degree culture.**

Requirement	Helpful hints
<p>Institutional Planning</p>	<ul style="list-style-type: none"> • Determine the need for the program based on local and regional data; not just national data. • Secure partnership agreements in advance with detailed commitments for preceptors/clinicals and employment of graduates. • What is the future growth of the BSN program? <ul style="list-style-type: none"> ○ Do you have the financial capacity? ○ How many times will you enroll students in an academic year? ○ How will you consider potential student wait lists?
<p>Curriculum and Instructional Design</p>	<ul style="list-style-type: none"> • What is the curriculum delivery method?
<p>Institutional Staffing, Faculty, and Student Support</p>	<ul style="list-style-type: none"> • Be thinking beyond the traditional support for an associate’s degree; how will you support a bachelor’s degree culture? <ul style="list-style-type: none"> ○ Consider a dedicated staff advisor. ○ Plan for additional student support services related to tutoring and the library. ○ Investigate advanced platforms for online teaching methodologies. • Build the BSN faculty “team” early.

	<ul style="list-style-type: none"> ○ Hire BSN faculty prior to approval – it shows that you are committed. Faculty should have experience with on-line teaching if the curriculum delivery is on-line. ○ Consider hiring faculty who attended a community college for their ADN and then went on to achieve the RN to BSN degree (faculty who have lived the experience). ○ Dive into the curriculum by mapping SLOs to PLOs, develop assignments and rubrics, and customize the learning management platform for all BSN courses.
Program Evaluation	<ul style="list-style-type: none"> ● Determine the process for monitoring, evaluating, and improving the overall effectiveness of the BSN program. <ul style="list-style-type: none"> ○ How will the BSN program fit into the college’s overall assessment plan? ○ Consider the benchmarks for program effectiveness/program review: are they different from the ADN program?